

Minutes of the meeting of -BICC Executive Committee held on Tuesday May 30, 1972 at BICC Headquarters.

PRESENT

Richard Proctor
Joseph Denahan
Jules Lozowick
Joseph Partenheimer
Pedro Iglesias
Roland E. Stewart

John Clarkson
William Wilson
Stanley Osowski
Richard Bregstein
George Wibecan

Meeting was called to order at 6:10 P.M. by Co-Chairman Jules Lozowick,

ENGLISH AS A SECOND LANGUAGE:

Mr. Iglesias reported that he had met with Mr. Jose Sanchez and Mr. Sanchez will be serving the BICC board as an alternate on the Training Committee. The two gentlemen discussed the EASL program and they came up with several recommendations. They must get a Puerto Rican or a Spanish speaking person to teach that class otherwise they cannot make any progress in that class the way they would like to (2) they would like to propose a 24 week program which would be carried completely by BICC, (3) they would like to see some kind of innovative program to start on July 1, 1972 and hire a Puerto Rican or Spanish speaking teacher (4) there would be evaluations every 6 weeks by Messrs. Iglesias and Sanchez and maybe by the 20th. week they hope to write up some sort of re-funding.

Mr. Clarkson stated that when Mutual offered the \$1,500 check to BICC, it was offered as SEED money to get BICC started so that other funds could be attracted and have it as a on-going type of situation.

Mr. Iglesias stated that the \$1,500 check has not been spent on the EASL program; the Board of Education financed the entire program.

There was a discussion among the members on the possibilities of having a 24 week program for the EASL project.

Mr. J. Lozowick suggested they sit down and carefully list the objectives and to test the individuals at the beginning of the program and again at the end of the program.

Mr. Iglesias stated that in the present EASL class, there are 10 people enrolled, but for the 24 week class, they would like to enroll 20 people.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Stewart reported that BICC received a check in the amount of \$10,000 from the Victoria Foundation for the year 1972 to help BICC with their financial crisis. He went on to report that he understands the Schering Foundation will be giving BICC \$ 2,500 or \$3,000 shortly, and he still hadn't heard from the Schumann Foundation.

There was a lengthy discussion among the board members on the hiring of a Puerto Rican candidate and the salary the person should receive.

Mr. Clarkson made a motion that the position be offered to the candidate at a starting salary of \$7,500 a year, informing the candidate that there is no guarantee the position will be maintained after a certain amount of time because of the funding situation of the agency.

Mr. Proctor asked that the motion be amended and to delete "The reference that the job will be for a possibility of a very short time."

Mr. Wibecan stated that he feels it will be very unfair not to let the candidate know that the position may be temporary, since BICC does have a funding problem.

The motion was carried by the board members and seconded by Mr. William Wilson.

Mr. Proctor made a motion that if BICC cannot get the young lady in question on the BICC staff by two weeks, then you should have another candidate on staff no longer than two weeks, June 12, 1972. The motion was seconded by Mr. Iglesias.

There was a discussion among the board members on this motion.

FUND RAISING:

Mr. Lozowick reported that the Victoria Foundation gave BICC a check in the amount of \$10,000; and there is a possibility of Schering giving BICC a check for \$3,000. We still haven't heard from the Shumann Foundation.

Mr. Lozowick stated that he wrote a letter to Mr. Larry Belcher thanking him for doing the auditing of BICC's financial books. He passed out copies of the report Mr. Belcher sent along with several recommendations.

TREASURER'S REPORT:

Mr. Denehan reported that he has not been able to repay the dedicated monies that he has been using for the last past 8 months; and the \$10,000 check which BICC received from the Victoria Foundation, only pays the deficit which occurred in the last past three months. We really still have to face the basic problems of finding \$40,000. Mr. Denehan went on to say that if he could get the money from ADP-PDS, things would be a little bit better and he would be able to pay some of the delinquent bills.

Mr. Lozowick stated that he would get the money from ADP.

Mr. Lozowick stated that Mr. Stewart had been approached by the Joseph Dermer & Associates, Inc. in regard to raising funds for the BICC. Mr. Wolf ran a check on this agency and found out that the preliminary report was quite favorable but they would do more checking on them.

Mr. Stewart stated that Mr. Dermer would like to have an answer as soon as possible for if the board approves of this move, they would like to start by July 1, 1972.

Mr. Stewart stated that he is a little bit handicapped by not having the BICC History completed. He has been getting an increased number of requests for the history of BICC so that people could know what BICC is all about. He went on to say that he and Mr. Partonheimer have explored the possibility of having the BICC History done at BICC with our own equipment.

Mr. Lozowick stated that he would call Mr. Mercer to see what is prolonging the BICC History.

Mr. Stewart reported that there has been several break-ins in the Branford Place area. When BICC first moved over to #50, they had an analysis of how much it would cost to have the premises secured. Mr. Finn of the National Newark & Essex Bank came over and went over the entire premises of BICC. A locksmith was also called in for an estimate.

Mr. Denehan raised the question as to whether or not BICC was insured against any break-ins?

Mr. Stewart replied that "We do have insurance but it does not cover BICC adequately.

There was a discussion among the board members on whether or not to have BICC secured against any break-ins.

Mr. Bregstein made a motion that the necessary steps be made to have a locksmith come into BICC and put locks and screens around the premises. It was seconded by Mr. Portor. The motion was carried by the board members.

Mr. Stewart reported on the statistical count. He stated that hopefully by the end of June, 1972, BICC will be able to have met ADP-PDS's 1200 person contract. He went on to report that BICC has run ads in various newspapers to try to get people to come in.

Mr. Denehan asked, "On the people BICC processed in April, have we gotten paid for that?"

Mr. Stewart replied, "No, we have not received the check yet."

Mr. Lozowick stated that he would call ADP to find out why they have not given BICC their money which was due in April and get back to Mr. Denehan.

Mr. Stewart reported that two months ago, the board requested that BICC hire a Puerto Rican as a Vocational Analyst; and he asked the board members to send in candidates so that they could be interviewed, screened and perhaps make a choice: so far only three candidates have been sent to BICC by board members and he enlarged his search and asked the State Employment Service, giving them specifics on what BICC wanted. Of the three candidates, which were referred by the BICC board members, one young lady was sent a letter asking her to send in a resume and the letter came back stating the person was unknown at that address given; another candidate came in and took the SICL and did not match to the Vocational Analyst position and nothing in his background showed he would be a good candidate for the position; and the last candidate is the only candidate we have at this time.

Mr. Lozowick suggested that as long as Mr. Wolf's checking into this organization, he should become involved with the Finance Committee and get back to the board by June 15, 1972.

Mr. Stewart reported that the BICC staff has assembled a list of air conditioning people and companies and sent letters with the possibility of getting some cast-off equipment or some used equipment for cooling off the premises of BICC. Mr. Maguire sent a gentlemen over from Public Service to do an cooling analysis for the kinds of units we would need. We haven't been too successful as of today in picking up any air conditioners. Mr. Wolf has consented to donate a unit which he has at his home and we hopefully plan to install this unit in the board room since most of BICC's activities are done in the board room.

Mr. Stewart asked the board members if they knew of anyone who may have any used air conditioners to please let him know.

Mr. Proctor stated that he feels that a major item on the agenda is a response to a letter which went out from him to all the companies following a mandate of the Black & Puerto Rican Caucus relatively to getting feed back from companies in regard of hiring and upgrading of Blacks & Puerto Ricans and the progress for the year to this date and expectations for the end of the year 1972. He asked if anyone had any reports to please give them to him.

Mr. Lozowick suggested to have the By-Laws of BICC reproduced and sent to the new board members of BICC.

Mr. Lozowick stated that there has been some discussion, never at the Executive Committee meetings, but over the telephone and in the streets, about what role the BICC Executive Director should play in issuing press releases. He feels that as long as we are this kind of agency, we should relieve him of anxiety he may or may not have and give him our permission to use his best judgment to issue these releases, and bringing it into the board, if someone doesn't agree to what was said they can bring it up at that time.

Mr. Bregstein stated that no board which he knows of has the structure where the principal of the organization must check with their board of trustees, board of director or Executive Committee before issuing anything to the press. Usually, it is done by a Chief Executive Officer and if there is a Public Relations Officer on staff, he would check with him. But BICC has no Public Relations Officer, so Mr. Stewart has to be both and it's only logical that he does the things he do.

Mr. Bregstein made a motion that the Executive Committee leave the right and the power with the Executive Director to make public releases and be answerable to the Executive Committee. This motion was seconded by Mr. Proctor. It was agreed by the Executive Board Members.

Meeting adjourned at 8:30 P.M.

Respectfully submitted,

Katherine Morton